



BOARD OF DIRECTORS MEETING

MINUTES

April 24, 2023

11:31 a.m. – 1:27 p.m.

Zoom

Attendees: Toni Kovach, Chair
Jackie Bajus
Konstantine Ketsetzis
(left at 12:15pm)

Nora Melara-Lopez
Michelle Rodney
Samidha Singhal

Arthur Smith
Father David Wilhelm
Gary Warner

Recorder: Kristin Prince, Staff

Regrets: Melissa Button
Anthony Frisina

David Hennick
Phillip Jeffrey

Staff: Donna Zan, Executive Director
Trevor Allen, Service Director Protection
Scott MacPhee, Director of Finance
Krystal Buxo, Service Director, Permanency
Marlene Dei-Amoah, Service Director, Equity, Diversity, Inclusivity
Renu Manocha, Director, Human Resources
Roger Ali, Director, Fund Development & Communications

Guests: Cheryl Pinto, Ministry Program Supervisor

Item	Description
1.0	<u>CALL TO ORDER</u> The Chair called the meeting to order at 11:31am.
1.1	<u>Reflection</u> Michelle Rodney opened the meeting with a reflection.
1.2	<u>Land Acknowledgement</u> Samidha Singhal read the Land Acknowledgement.
1.3	<u>Equity Placement</u> The Chair spoke to the Equity Lens that the Board will use in its deliberations on agency business. The Chair asked the Board to keep in mind the Equity lens throughout the meeting.

Item	Description
2.0	REVIEW AND APPROVAL OF THE AGENDA <u>Added Item:</u> Board Chair Report added as Item 11.0 The agenda was approved as amended.
3.0	DECLARATION OF CONFLICT OF INTEREST There were no conflicts to declare.
4.0	REVIEW AND APPROVAL OF MINUTES
4.1	The minutes of the February 27, 2023, Board of Director's Meeting were approved as presented.
5.0	CONSENT AGENDA
5.1	CCASH Monthly Financial Attestation – Feb 2023 & Mar 2023
5.2	Executive Ct. Mar 29, 2023 Minutes
5.3	Youth Advisory Ct. Apr 5, 2023 Minutes
5.4	Governance Ct. Mar 9, 2023 Minutes
5.5	Audit & Finance Ct. Apr 12, 2023 Minutes
5.6	Nominating Ct. Apr 12, 2023 Minutes
5.7	Report of the Executive Director March 2023
5.8	Identity Based Dashboard March 2023
5.9	Board to Board – February 2023
5.10	Board to Board – March 2023
5.11	Feb - Mar Operating Statement
5.12	2022-23 One-time Funding Decision Letter – BBF Hamilton Catholic Children's Aid Society
5.13	CCAS Engagement Letter 2023
5.14	Audit Planning Letter HGK 2023
5.15	Ready Set Go Funding Letter
5.16	Board Composition and Skills Matrix Survey Results
5.17	Planning for the Next Term Survey Results
5.18	Global News Article
	 On motion by Fr. David Wilhelm and seconded by Michelle Rodney it was resolved THAT: The Consent Items are approved as presented. CARRIED.
6.0	MINISTRY UPDATES
6.1	<u>Ministry Updates</u> The Ministry Program Supervisor provided the Board with Ministry updates regarding youth leaving care, complex mental health needs for youth, and

Item **Description**
notified the Board of an event taking place April 27 for the sector to share their concerns with the Ministry about youth leaving care.

The Program Supervisor acknowledged that the Ministry is aware of the complexities regarding agencies struggling with placing high needs, complex youth in suitable care. This is a province-wide problem.

The Program Supervisor recommended that the agency continue to collect data and track any issues taking place that would otherwise not be an issue (or less of an issue) if the province provided more funding.

7.0 **FINANCE**

7.1 MEMO –Residential Cost Update

A high-risk youth came into care in January 2023. This recent increased expense significantly impacts the budget, which has generated greater financial risk for the agency.

Ottawa based licensed facility; Robert Smart, is looking at taking this youth into their facility for May 8. The cost would be significantly less than the current payment. This placement is being considered due to no local facilities agreeing to take the youth into their care due to the complexity of this youth’s needs. The Ottawa option is less costly and has better resources to care for the child, but farther from the child’s family. The Executive Director will keep the Board informed on what is happening.

8.0 **COMMITTEE WORK REQUIRING INPUT OR DECISION**

8.1 Governance Committee

8.1.1 2.1.4 Delegation of Authority Policy

The Governance Committee Chair presented the Delegation of Authority Draft Policy to the Board. The Committee Chair noted that the appendix to the policy, which is the Executive Director Job Description, is managed by the Executive Committee and no edits were made to this appendix. The job description will be reviewed by the Executive Committee next term.

Proposed Motions:

On motion by Michelle Rodney and seconded by Jackie Bajus it was resolved THAT:

The Board approves the 2.1.4 Delegation of Authority Policy as amended.

CARRIED

8.2 Nominating Committee

8.2.1 Committee Membership Interest from Board Members

The Nominating Committee Chair requested that the Board members confirm which committees they wish to sit on for the next term. A request to email this

Item	Description
	information to the Nominating Committee Chair or Executive Assistant was made of the Board. The Executive Assistant will follow up with an email to the board asking for this information.

9.0 ACCOUNTABILITY ITEMS

9.1 Equity Audit Workplan Update

The latest Equity Audit Workplan update was provided to the Board. The workplan contains an extensive amount of information and needs reformatting.

The Executive Director will work with staff to reformat the workplan in a way that lays out the progress that has been made to date on the recommendations. It will identify work that has been completed and what is outstanding.

Staffing capacity issues in Human Resources and Diversity, Equity & Inclusion departments are impacting the pace of implementing some of the recommendations. The Equity Audit Steering Committee representatives will present to the Board on the work of the steering committee in September 2023.

Another Equity Audit will take place at the agency at or around the 3-year mark from the first audit to track the impacts of implementing the workplan recommendations.

9.2 Service Plan 2022-2023

The Executive Director presented the Q4 Service Plan Update.

10.0 STRATEGIC PLAN DISCUSSION

10.1 Memo – Strategic Plan

The Executive Director shared a memo regarding the Strategic Plan Refresh. It is recommended that the strategic plan be deferred until the fall (September). Some Board members highlighted concerns over cost, timelines, scope of work, and consulting the school boards at the start of the school year. Discussion took place regarding the deferral and the matter went to a vote.

On motion by Dr. Gary Warner and seconded by Nora Melara-Lopez it was resolved THAT:

The board approves the hiring of a consultant to conduct the strategic plan refresh at a cost of no more than \$10,000.

Item	Description
	<u>In favour:</u> Arthur Smith Jackie Bajus Dr. Gary Warner Nora Melara-Lopez Samidha Singhal Toni Kovach
	<u>Opposed:</u> Konstantine Ketsetzis Michelle Rodney
	<u>Abstain:</u> Fr. David Wilhelm

CARRIED.

11.0 BOARD CHAIR REPORT
The Board Chair provided a summary report of the updates and information that have been provided through the Board President's meetings and OACAS.

11.0 IN CAMERA
On motion by Konstantine Ketsetzis and seconded by Jackie Bajus it was resolved THAT:
The Board move In Camera
CARRIED.

12.0 ADJOURNMENT
The meeting was adjourned at 1:27pm.



Toni Kovach, Board Chair



Kristin Prince, Recording Secretary